

AGENDA
of the
BOARD OF DIRECTORS
of the
SANTA BARBARA METROPOLITAN TRANSIT DISTRICT
A Public Agency
550 Olive Street, Santa Barbara, CA 93101
Tuesday, May 11, 2004
8:30 a.m.

1. **Call to Order**
2. **Roll Call of the Board of Directors**
Chair John Britton; Vice Chair Olivia Rodriguez; Secretary Brian Fahnestock; and Directors: David Davis and Lee Moldaver
3. **Report Regarding Posting of Agenda**
4. **Approval of Prior Minutes (action may be taken)**
The Board will be asked to waive the reading of and approve the minutes for the meeting of April 27, 2004.
5. **Cash Report (action may be taken-attachment)**
The Board will be asked to approve the cash report from April 20 through May 3, 2004.
6. **Public Comment**
Members of the public may address the Board on items within the jurisdiction of the Board that are not scheduled for public hearing. The time allotted per speaker will be at the discretion of the Board Chair. If you wish to address the Board under this item number, please complete and deliver to the MTD Board Clerk **before the meeting is convened**, a "Request to Speak" form including a description of the subject you wish to address.
7. **MTD Conflict of Interest Code Revisions (action may be taken)**
The Board will be asked to accept the revisions to the MTD Conflict of Interest Code.
8. **Public Hearing regarding proposed Fall Route and Schedule Changes (Attachment –action may be taken)**
MTD staff will review proposed route and schedule changes with the Board.
9. **Renewal of Property Insurance(attachment)**
The Board will be asked to accept Staff recommendation for renewal of Property Insurance (Attachment-action may be taken)
10. **General Manager's Report/Update (attachment-no action will be taken)**
 - a) Discussion of DWE service hours
 - b) SCTP service in City of Goleta
 - c) Transit Center redevelopment update
11. **Other Business and Committee Reports**
14. **Adjournment**

SPEAKERS: Any person wishing to speak to an item on the Agenda should complete and deliver to the Board Clerk a "Request to Speak" form **before the meeting is convened**. The Chair may limit the time allowed to speak.

AMERICANS WITH DISABILITIES ACT: If you need special assistance to participate in this meeting, please contact the MTD Administrative Office at 963-3364 at least **48 hours in advance** of the meeting to allow time for MTD to attempt a reasonable accommodation.

Santa Barbara Metropolitan Transit District
Cash Report
Board Meeting of May 11, 2004
For the Period April 20, 2004 through May 3, 2004

MONEY MARKET

Beginning Balance April 20, 2004 **\$1,452,796.30**

FTA Capital	1,049,047.00	
SB-325 (LTF)	413,246.46	
Property Tax Revenue	225,528.46	
Passenger Fares	146,034.62	
Accounts Receivable	32,988.98	
Advertising & Prepaid	1,000.00	
Miscellaneous	15.00	
Total Deposits		1,867,860.52

ACH Pension Transfer	(25,266.83)	
ACH Tax Deposit	(87,624.36)	
Operations Transfer	(121,279.53)	
Payroll Transfer	(208,622.13)	
Total Disbursements		(442,792.85)

Ending Balance **\$2,877,863.97**

Total Cash and Investments as of May 3, 2004: **\$2,877,863.97**

COMPOSITION OF CASH BALANCE

Working Capital	1,744,512.43	
WC / Liability Reserves	1,133,351.54	
Total Cash Balance		\$2,877,863.97

Santa Barbara Metropolitan Transit District Accounts Payable

Check #	Date	Company	Description	Amount	Voids
78257	4/19/04	STATE BOARD OF EQUALIZATION	UNDERGROUND STORAGE TANK FEE	1,708.37	V
78292	4/22/04	NATIONAL INTERSTATE INS. CO.	LIABILITY INSURANCE	678.86	
78293	4/30/04	A.G.S. REBUILDERS, INC.	BUS PARTS	174.56	
78294	4/30/04	AT&T	TELEPHONES	83.96	
78295	4/30/04	BEDROCK BUILDING SUPPLIES INC.	B&G REPAIRS & SUPPLIES	100.21	
78296	4/30/04	BLACK GOLD INDUSTRIES	OIL/ATF RECYCLING	224.50	
78297	4/30/04	BOWMAN DISTRIBUTION	SHOP SUPPLIES	342.35	
78298	4/30/04	BUENA TOOLS, INC.	SHOP SUPPLIES	16.57	
78299	4/30/04	CALIFORNIA ELECTRIC SUPPLY, INC.	ELECTRICAL SUPPLIES	343.90	
78300	4/30/04	CARL WARREN & CO.	PROFESSIONAL SERVICES	399.56	
78301	4/30/04	CAR PARTS OF SANTA BARBARA	BUS PARTS & SHOP SUPPLIES	237.38	
78302	4/30/04	CERTIFIED ENVIRONMENTAL	PROFESSIONAL SERVICES	805.00	
78303	4/30/04	C.G.L.I.C.	ADMINISTRATION COSTS	1,680.00	
78304	4/30/04	COAST MACHINE & SUPPLY, INC.	BUS PARTS	194.59	
78305	4/30/04	COASTAL VIEW NEWS DBA	PUBLIC MEETING AD	164.00	
78306	4/30/04	COAST CLUTCH & BRAKE DBA	BUS PARTS	179.71	
78307	4/30/04	CINTAS	FIRST AID SUPPLIES	84.54	
78308	4/30/04	COVERALL OF MID-STATE CALIF. INC.	JANITORIAL SUPPLIES/SERVICE	310.96	
78309	4/30/04	DEPARTMENT OF CHILD SUPPORT	PR GARNISHMENT	599.54	
78310	4/30/04	BP DAVIS MANAGEMENT	CONTRACT LABOR	2,556.25	
78311	4/30/04	DEAILE, MARY	PR GARNISHMENT	129.23	
78312	4/30/04	DISTRICT ATTORNEY-S.B.	PR GARNISHMENT	903.84	
78313	4/30/04	DOCUPRODUCTS CORPORATION	COPIER LEASE/COPIES/SUPPLIES	91.74	
78314	4/30/04	DONS INDUSTRIAL	BUS PARTS	61.55	
78315	4/30/04	DHL WORLDWIDE EXPRESS, INC.	FREIGHT CHARGES	24.79	
78316	4/30/04	FEDERAL EXPRESS CORP.	FREIGHT CHARGES	35.94	
78317	4/30/04	FISHER, SHERRIE	REIMBURSEMENT	75.00	
78318	4/30/04	FLEET CAPITAL LEASING-GVF TROY	COPIER LEASE	377.13	
78319	4/30/04	FLEMING & ASSOCIATES	WORKERS COMP ADMINISTRATION	2,500.00	
78320	4/30/04	GFI GENFARE, INC.	FAREBOX REPAIRS & PARTS	96.46	
78321	4/30/04	GEM EQUIPMENT	BUS PARTS	22.73	
78323	4/30/04	GIBBS INTERNATIONAL TRUCKS	BUS PARTS/SUPPLIES	9,015.84	
78324	4/30/04	GROSSMAN, RACHEL	PER DIEM	120.00	
78325	4/30/04	HAHN, STEPHEN	CONFERENCE REIMBURSEMENT	569.12	
78326	4/30/04	HAYNES SALES DBA	PRESSURE WASHER REPAIR	576.05	
78327	4/30/04	HOME IMPROVEMENT CTR.	B&G REPAIRS & SUPPLIES	55.75	
78328	4/30/04	HYDREX PEST CONTROL	FUMIGATION	58.00	

Check #	Date	Company	Description	Amount	Voids
78329	4/30/04	UNITED STATES TREASURY	PR GARNISHMENT	849.97	
78330	4/30/04	JERRY THE PLUMBER	TC REPAIRS/SUPPLIES	76.00	
78331	4/30/04	JERRY'S PLUMBING & HEATING	TC REPAIRS/SUPPLIES	114.50	
78332	4/30/04	J n L GLASS INC.	REPLACE BUS WINDOWS	495.00	
78333	4/30/04	MC CORMIX CORP. (OIL)	LUBRICANTS	2,400.98	
78334	4/30/04	MGB INDUSTRIAL SUPPLY	BUS SUPPLIES/GROUND REPAIRS	82.25	
78335	4/30/04	MILPAS RENTAL INC.	EQUIPMENT RENTAL	46.05	
78336	4/30/04	MUZICRAFT	TC CONTRACT MAINTENANCE	35.00	
78337	4/30/04	NATIONAL INTERSTATE INS. CO.	LIABILITY INSURANCE	5,222.95	
78338	4/30/04	NELSON, BARBRA	REIMBURSEMENT	40.33	
78339	4/30/04	PREVOST CAR INC.- CREDIT DEPT.	BUS PARTS	6,511.64	
78340	4/30/04	N/S CORPORATION	BUS WASHER REPAIRS	1,224.67	
78341	4/30/04	OHIO CHILD SUPPORT PAYMENT	PR GARNISHMENT	274.19	
78342	4/30/04	OTTIERI, ANN BRADY	PR GARNISHMENT	688.38	
78343	4/30/04	PETRO-DIAMOND INC.	DIESEL FUEL	37,012.56	
78344	4/30/04	PETTY CASH- HAGGERTY J.	MISC. PURCHASES	444.14	
78345	4/30/04	PETTY CASH HAHN, STEVE	MISC SHOP NEEDS	113.44	
78346	4/30/04	PETTY CASH-JOHNS, G.	MISC. PURCHASES	159.42	
78347	4/30/04	PACIFICARE OF CALIFORNIA	HEALTH INSURANCE	22,560.88	
78348	4/30/04	PITNEY BOWES/PURCHASE POWER	QTRLY CHARGES/OFFICE SUPPLIES	432.24	
78349	4/30/04	PLATINUM PLUS FOR BUSINESS	MISC. CREDIT CARD CHARGES	2,993.54	V
78350	4/30/04	PANASONIC DIGITAL INC.	COPIER LEASE	58.19	V
78351	4/30/04	RAMIREZ, HAYDEE	TRANSLATOR	30.00	V
78352	4/30/04	ROCHA, SUZANNE	PR GARNISHMENT	406.08	V
78353	4/30/04	SAN BERNARDINO COUNTY	PR GARNISHMENT	395.54	V
78354	4/30/04	SB COUNTY FEDERAL CREDIT UNION	PR DEDUCTION	1,998.00	V
78355	4/30/04	SERVICE MASTER OF SANTA	TC JANITORIAL SERV./SUPPLIES	2,173.96	V
78356	4/30/04	SHELL OIL COMPANY	FUEL- SERVICE VEHICLES	142.30	V
78357	4/30/04	SM TIRE, CORP.	BUS TIRE MOUNTING	83.62	V
78358	4/30/04	SMARDAN-HATCHER CO.	TC REPAIRS & SUPPLIES	33.62	V
78359	4/30/04	SO. CAL. EDISON CO.	UTILITIES	4,248.09	V
78360	4/30/04	SOFTCHOICE CORP, INC.	COMPUTER SOFTWARE	730.55	V
78361	4/30/04	SOUTHERN CALIFORNIA GAS	UTILITIES	445.65	V
78362	4/30/04	SB CITY OF-REFUSE/WATER	UTILITIES	418.40	V
78363	4/30/04	T.F. HUDGINS, INC.	BUS PARTS	37.42	V
78364	4/30/04	TELCOM, INC.	RADIO INSTALLATION & SERVICE	713.00	V
78365	4/30/04	UNISOURCE MAINT SUPPLY SYSTEMS	BUS CLEANING & SHOP SUPPLIES	683.26	V
78366	4/30/04	VALLEY POWER SYSTEMS, INC.	BUS PARTS	491.38	V
78367	4/30/04	VALLEY POWER SYSTEMS, INC.	BUS PARTS	1,282.76	V
78368	4/30/04	VERIZON CALIFORNIA	TELEPHONES	2,117.90	V

Check #	Date	Company	Description	Amount	Voids
78369	4/30/04	TEAMSTERS UNION LOCAL NO. 186	UNION DUES	830.44	V
78370	4/30/04	PLATINUM PLUS FOR BUSINESS	MISC. CREDIT CARD CHARGES	2,993.54	
78371	4/30/04	PANASONIC DIGITAL INC.	COPIER LEASE	58.19	
78372	4/30/04	RAMIREZ, HAYDEE	TRANSLATOR	30.00	
78373	4/30/04	ROCHA, SUZANNE	PR GARNISHMENT	406.08	
78374	4/30/04	SAN BERNARDINO COUNTY	PR GARNISHMENT	395.54	
78375	4/30/04	SB COUNTY FEDERAL CREDIT UNION	PR DEDUCTION	1,998.00	
78376	4/30/04	SERVICE MASTER OF SANTA	TC JANITORIAL SERV./SUPPLIES	2,173.96	
78377	4/30/04	SHELL OIL COMPANY	FUEL- SERVICE VEHICLES	142.30	
78378	4/30/04	SM TIRE, CORP.	BUS TIRE MOUNTING	83.62	
78379	4/30/04	SMARDAN-HATCHER CO.	TC REPAIRS & SUPPLIES	33.62	
78380	4/30/04	SO. CAL. EDISON CO.	UTILITIES	4,248.09	
78381	4/30/04	SOFTCHOICE CORP, INC.	COMPUTER SOFTWARE	730.55	
78382	4/30/04	SOUTHERN CALIFORNIA GAS	UTILITIES	445.65	
78383	4/30/04	SB CITY OF-REFUSE/WATER	UTILITIES	418.40	
78384	4/30/04	T.F. HUDGINS, INC.	BUS PARTS	37.42	
78385	4/30/04	TELCOM, INC.	RADIO INSTALLATION & SERVICE	713.00	
78386	4/30/04	UNISOURCE MAINT SUPPLY SYSTEMS	BUS CLEANING & SHOP SUPPLIES	683.26	
78387	4/30/04	VALLEY POWER SYSTEMS, INC.	BUS PARTS	491.38	
78388	4/30/04	VALLEY POWER SYSTEMS, INC.	BUS PARTS	1,282.76	
78389	4/30/04	VERIZON CALIFORNIA	TELEPHONES	2,117.90	
78390	4/30/04	TEAMSTERS UNION LOCAL NO. 186	UNION DUES	830.44	
				143,301.60	
				Current Cash Report Voided Checks:	20,313.70
				Prior Cash Report Voided Checks:	1,708.37
				Grand Total:	\$121,279.53

**Santa Barbara Metropolitan Transit District
Cash Receipts of Accounts**

Date	Company	Description	Amount
4/20/04	City of SB - Passes/Tokens	Passes/Token Sales	4,000.00
4/20/04	SB Rape Crises	Advertising on Buses	300.00
4/23/04	City of SB - Commuter Lot	Commuter Lot Shuttle - April 04	13,792.82
4/26/04	City of Carpinteria - Seaside Shtl	Shuttle Contract Fares - (QE-6/04)	13,461.00
4/29/04	City of SB Waterfront Parking	Booster Service	435.16
4/29/04	Presto Pasta	Advertising	1,000.00
Total Accounts Receivable Paid During Period			\$32,988.98

BOARD OF DIRECTORS REPORT

AGENDA DATE: May 11, 2004

AGENDA ITEM #: 8

DEPARTMENT: Planning

TYPE:Public Hearing/Action Item

PREPARED BY: Steve Maas

Signature

Rachel Grossman

Signature

REVIEWED BY: General Manager

GM Signature

SUBJECT: Recommended September 2004 service changes

RECOMMENDATION:

- 1) Hold public hearing regarding service changes recommended for Sept. 2004.
- 2) Consider approval of the recommended service changes.

DISCUSSION:

As presented at the April 27, 2004 MTD Board meeting, MTD staff annually conducts a detailed service planning and evaluation process. This process culminates in service changes implemented in early September, in conjunction with the start of the school year. The planning and evaluation process includes qualitative input from passengers, other members of the public, MTD employees, and local agency staff, as well as quantitative analyses by MTD staff of the performance of each route.

A detailed discussion of the changes recommended for September 2004 was presented at the April 27 Board meeting. The current report addresses several questions raised at that meeting, and presents a revised staff recommendation for service changes. The MTD Board is asked to hold a public hearing, and to consider approval of the revised staff recommendations for service changes. Attachment 1 provides a summary of the proposed service changes. Staff does not plan to repeat a detailed discussion of the proposed changes, as was presented at the April 27 meeting, but is prepared to do so if requested.

Changes to Recommendations Resulting from Public Input

Begin Line 9 Earlier to Serve Current Line 26x Riders

Staff continues to recommend the elimination of the Line 26x, which provides one round trip per day from Stow Canyon to the Transit Center. Following public input from current riders of the Line 26x, staff now recommends that the local Line 9 that serves Stow Canyon begin service earlier in the day to allow a timed

connection to the Line 12x. This will provide an attractive option for current Line 26x riders at a relatively small cost to the MTD.

Do Not Eliminate Line 19k at 1:35 P.M.

As discussed below, further analysis of the 1:35 P.M. Line 19k booster has resulted in a change in the staff recommendation. Staff no longer recommends elimination of this trip, due to the increased travel time that would be required of current riders, and to concerns regarding overloads on other lines.

Questions Raised at April 27, 2004 MTD Board Meeting

Net Ridership Impact Expected from Recommended Changes

Staff conducted an analysis of the ridership impacts expected from the proposed service eliminations and service enhancements. *The net ridership impact expected is a modest increase of 3,500 annual passenger trips.* Another result of the proposed changes will be a significant improvement in schedule adherence. The data forming the basis for this forecast are presented in Attachment 2 and described below.

The decreases due to deleted trips were estimated based on the actual average ridership of each trip. For each proposed trip cut, a conservative estimate was developed regarding the percent of the current riders that would be expected to shift their travel to another MTD trip, and the percent that would represent lost ridership. The percent of lost ridership for each trip varies from as high as 100 percent to as low as 10 percent, based on the convenience of other MTD options. The decreases due to changes in holiday service were estimated based on an elasticity analysis of the change in hours of service available (for New Years' Day, all riders are counted as a decrease). The total decrease in ridership due to proposed service cuts is estimated at 26,800 one-way passenger trips.

The increases due to added trips were estimated based on the ridership per trip that would be expected for the new services. The ridership increases due to improved schedule adherence were based on elasticity analyses of the added convenience of the service. The increase in ridership due to proposed service enhancements is estimated to total 30,300 one-way passenger trips.

Analysis of New Years' Day Ridership by Route

MTD staff analyzed 2004 New Years' Day ridership by route to determine if it was feasible to implement a reduced level of service that would consume fewer revenue hours than service on a Sunday. As presented in Attachment 3, ridership on New Years' Day 2004 was distributed throughout the routes. The greatest ridership was on the Downtown-Waterfront Shuttle, with 27 percent of the total riders (1,449 passenger trips) and 14 percent of the total revenue hours.

The distribution of ridership throughout the routes limits the usefulness of an attempt to reduce the service beyond that offered on a Sunday. Eliminating service on only the routes with the lowest ridership would reduce revenue hours by only a small amount, while causing passenger confusion. For example, eliminating local service on Lines 3, 8, and 22, and express service on Lines 12x and 24x, would reduce revenue hours by only 37.7 hours. As a second example, eliminating all service except for the Downtown-Waterfront Shuttle and Lines 1, 6, 11, 20, 23, and 25 would save 63.9 hours.

Staff continues to recommend the elimination of New Years' Day service.

Analysis of Midday Line 10 Service by Trip

Average ridership by trip on Line 10 in March 2004 is presented in Attachment 4. The trips proposed for elimination are presented in boldface. Although some trips proposed for elimination have marginally better ridership than trips that would remain, staff recommends eliminating the proposed block of trips rather than selected trips throughout the day. The elimination of a contiguous block of trips limits confusion for the passengers, as well as providing the greatest reduction in revenue hours.

It is important to note that midday service on Line 10 was implemented in September 2002 in an attempt to improve the performance of the route. Following two years of expanded service and marketing efforts, Line 10 continues to be among the least effective and least efficient of MTD routes.

Staff continues to recommend the elimination of midday Line 10 service.

Analysis of Line 19k

The Line 19k booster provides transportation between San Marcos High School to the Westside on San Andres Street and to the Lower Westside on San Pascual Street. One A.M. and two P.M. trips are provided. Staff had proposed the elimination of the earlier of the two P.M. trips, which has fewer riders than the later trip.

MTD staff conducted a further analysis of the 1:35 P.M. Line 19k trip originally proposed for elimination. The options that would be available for the riders currently utilizing the 19k would more than double travel times, with increased times ranging from a 110 percent increase to a 200 percent increase.

Staff does not recommend the elimination of the 1:35 P.M. Line 19k.

Service to the Westside Community Center

The South Coast Transit Advisory Committee (SCTAC) has requested that the MTD provide direct service to the Westside Community Center (WCC) on Victoria Street. Attachment 5 presents the service that the MTD currently provides near the WCC. As is shown, both Line 3-Oak Park and the Crosstown Shuttle currently travel within one or two blocks of the WCC. This is within the usual walking distance to a bus stop. In addition, Easy Lift provides curb-to-curb complementary paratransit service for persons who are unable to travel to a bus stop. Staff considered several options to provide MTD service closer to the Westside Community Center, as described below.

Option 1: Reroute the Line 3

Rerouting the Line 3 to serve Castillo Street rather than De La Vina Street would increase the travel time of the route, negatively impacting current riders and increasing the cost of the service to the MTD. In addition, such a change would not satisfy the request for direct service to the WCC via Victoria Street.

Option 2: Reroute the Crosstown Shuttle

A March 2003 origin-destination survey of the Crosstown Shuttle suggested that, on average, approximately 100 daily boardings and alightings occur at stops that would no longer be served if the Crosstown Shuttle were rerouted to serve the WCC. In addition, the City of Santa Barbara provides a substantial subsidy towards operation of the Crosstown Shuttle. Rerouting the Crosstown shuttle to De La Vina Street and Castillo Street to serve the WCC would cause a decrease in the headway of the route (i.e., the bus would not travel the route as often as at present), reducing the ability of the route to meet the goals of the City. In addition, as with the Line 3, such a change would not satisfy the request for direct service to the WCC via Victoria Street.

Option 3: Provide Route Deviation Service on Selected Crosstown Shuttle Trips

A final option considered by staff would provide route-deviation service directly to the Westside Community Center via Victoria Street on selected Crosstown Shuttle trips. The service would be designed to transport persons to the noon meal program at the WCC. The selected trips would travel the current route, but would deviate from Micheltorena Street using Castillo Street, Sola Street, Euclid Street, Victoria Street, and De La Vina Street, to provide direct curb service to the WCC. This option would require the loss of three existing parking spaces on Victoria Street in front of the WCC for a bus stop.

The provision of route deviation curb-to-curb service would be a significant change for the MTD. This type of service is typically provided by operators such as Easy Lift, and by transit operators in rural areas that do not have a service such as Easy Lift available. This option would decrease the headways on the Crosstown Shuttle at midday, and would result in the loss of one round trip. In addition, persons traveling to locations other than the WCC would be required to

travel for a considerably longer time period to reach their destination. Finally, providing this service at midday for the noon meal program would not serve other programs provided at the WCC.

Staff Recommendation

For the reasons described above, staff does not recommend a change in service to the Westside Community Center. However, staff does propose to develop and implement an individualized marketing campaign to ensure that persons who utilize the WCC are aware of the options that currently exist.

ATTACHMENTS:

- Proposed Service Changes for September 2004
- Forecast Net Ridership Impact of Proposed Sept. 2004 Service Changes
- New Years' Day 2004: Passenger Trips & Revenue Hours by Line
- March 2004 Average Ridership by Trip on Line 10
- Existing MTD Service Near Westside Community Center

ATTACHMENTS

ATTACHMENT 1
Santa Barbara Metropolitan Transit District
Proposed Service Changes for September 2004

Line	Proposed Service Change
Holiday Service	Holiday service changes: No service on New Years' Day; Saturday service on Martin Luther King, Jr. Day; Sunday service on the day after Thanksgiving; and Sunday service on Christmas Eve (with service ending at 7:30pm)
1E/1W	Change name to Line 1 & Line 2
3	Add one inbound, evening weekday trip from Cottage Hospital to the Transit Center
3	Cut first 2 Saturday trips
5	Time points on selected trips may change by a few minutes
6	Add 15 minutes to 8 weekday round trips starting after 2:15pm and ending at 5:45pm
8	5 afternoon round trips will depart 15 minutes later to improve on-time performance
9	Start the 7:00am trip 9 minutes earlier to allow for a timed connection to the Line 12x
10	Time points on selected trips may change by a few minutes
10	Cut midday service between 8:55am and 1:55pm
11	Add 15 minutes to 7 weekday round trips starting at 2:30pm and ending with the 5:30pm trip
13x	Delete line (currently one round trip per day)
14	Time points on selected trips may change by a few minutes
14	Add two morning inbound and two afternoon outbound short trips on Sunday to provide service between Presidio Springs (De La Guerra and Laguna) and the Transit Center
14	Delete weekday 7:44am trip from Santa Barbara to Montecito
14x	Delete 6:55am trip from Santa Barbara to Montecito
14x	Delete 3:40pm round trip from the Transit Center
17	Change schedule from 3:30pm-5:30pm to improve on-time performance, resulting in a loss of 2 one-way trips
19	Delete 19Y, a booster providing one A.M. trip from the outer Montecito loop to Santa Barbara Jr. High
19	If necessary, re-time to meet new school start and end times
20	Time points on selected trips may change by a few minutes
20	5 afternoon round trips will depart 15 minutes later to improve on-time performance
21x	Add weekend service consisting of two round trips on Saturday and one trip from the Transit Center to Carpinteria on Sunday to alleviate overloads on Line 20
21x	Add 5 minutes to the start time of the 6:25am trip from Carpinteria to the Transit Center
22	Add three additional weekday trips to the Orpet Park area. These trips will not serve the Natural History Museum, resulting in three fewer weekday trips to the Museum.
22	Weekend service will be provided to the Santa Barbara Botanic Garden
23	Time point adjustment resulting from the time addition to Line 11
25	Time point adjustment resulting from the time addition to Line 11
26x	Delete line (currently one round trip per day)
27	Add three short trips (for a total of six) to allow for improved on-time performance. Time points will change to make the schedule more user-friendly.
36	Start the 6:15am trip 5 minutes earlier to allow for a timed connection to the re-timed Line 21x.

Source: Santa Barbara Metropolitan Transit District, Planning Department.

ATTACHMENT 2
Forecast Net Ridership Impact of
Proposed Sept. 2004 Service Changes

Line	Day Type	Annual Ridership Change
Ridership Decreases		
3	Saturday	(300)
10	Weekday	(9,000)
14	Weekday	(1,800)
17	Weekday	(900)
19y	Weekday	(900)
13x	Weekday	(2,800)
26x	Weekday	(2,400)
All	Holidays	(8,700)
<i>Total Decrease</i>		<i>(26,800)</i>
Ridership Increases		
3	Weekday	2,500
6	Weekday	11,100
8	Weekday	1,100
11	Weekday	9,100
20	Weekday	1,100
21x	Sat. & Sun.	5,400
<i>Total Increase</i>		<i>30,300</i>
Net Ridership Impact		
<i>Net Change</i>		<i>3,500</i>

Source: Santa Barbara Metropolitan Transit District, Planning Department.

ATTACHMENT 3
New Years' Day 2004
Passenger Trips & Revenue Hours by Line

Line	Passenger Trips		Revenue Hours	
	Number	Percent	Number	Percent
Downtown-Waterfront Shuttle	1,449	27%	35.6	14%
1E/1W	914	17%	26.0	10%
11	790	15%	48.5	19%
6	617	12%	39.2	15%
20	542	10%	20.5	8%
12x	155	3%	6.8	3%
5	133	2%	11.8	5%
Seaside Shuttle	126	2%	7.2	3%
17	120	2%	7.2	3%
23	113	2%	14.8	6%
25	110	2%	7.8	3%
24x	97	2%	9.6	4%
3	92	2%	8.9	3%
8	63	1%	9.2	4%
22	42	1%	3.2	1%
Total	5,363	100%	256.4	100%

Source: Santa Barbara Metropolitan Transit District, Planning Department.

ATTACHMENT 4
March 2004 Average Ridership by Trip on Line 10

Trip Time	Direction	Average Passengers
6:47 AM *	to La Cumbre	3.8
6:55 AM	La Cumbre to Camino Real Marketplace	18.2
7:31 AM	Camino Real Marketplace to La Cumbre	14.8
7:57 AM	La Cumbre to Camino Real Marketplace	15.0
8:31 AM	Camino Real Marketplace to La Cumbre	11.4
8:55 AM **	La Cumbre to Camino Real Marketplace	4.8
9:31 AM **	Camino Real Marketplace to La Cumbre	8.1
9:55 AM **	La Cumbre to Camino Real Marketplace	5.7
10:31 AM **	Camino Real Marketplace to La Cumbre	3.9
10:55 AM **	La Cumbre to Camino Real Marketplace	3.6
11:31 AM **	Camino Real Marketplace to La Cumbre	7.4
11:55 AM **	La Cumbre to Camino Real Marketplace	6.4
12:31 PM **	Camino Real Marketplace to La Cumbre	8.7
12:55 PM **	La Cumbre to Camino Real Marketplace	4.3
1:31 PM **	Camino Real Marketplace to La Cumbre	7.7
1:55 PM	La Cumbre to Camino Real Marketplace	8.3
2:31 PM	Camino Real Marketplace to La Cumbre	30.0
2:55 PM	La Cumbre to Camino Real Marketplace	9.8
3:31 PM	Camino Real Marketplace to La Cumbre	8.5
3:55 PM	La Cumbre to Camino Real Marketplace	5.8
4:31 PM	Camino Real Marketplace to La Cumbre	5.5
4:55 PM	La Cumbre to Camino Real Marketplace	3.8
5:31 PM	Camino Real Marketplace to La Cumbre	5.0
	Total Average Riders	200.5

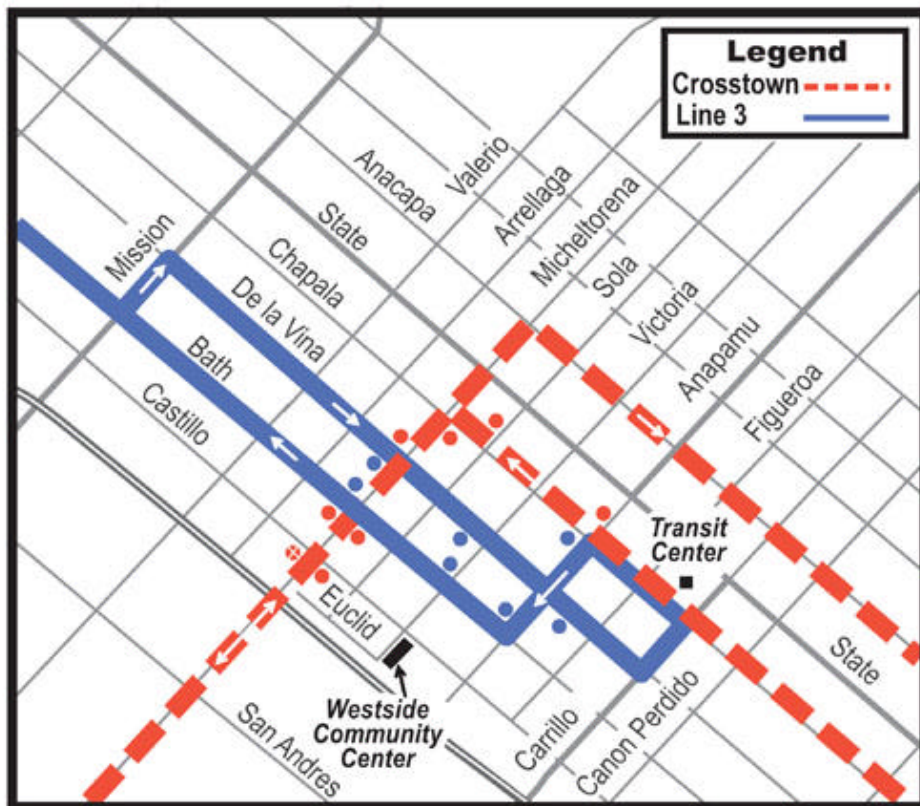
*This trip does not run the entire length of the route

**Trips proposed for elimination.

Source: Santa Barbara Metropolitan Transit District, Planning Department.

ATTACHMENT 5

Existing MTD Service Near Westside Community Center



MTD
Santa Barbara

BOARD OF DIRECTORS REPORT

AGENDA DATE: 5/11/04

AGENDA ITEM #: 9

DEPARTMENT: Operations

PREPARED BY: Gary Johns

Signature

REVIEWED BY: Sherrie Fisher

GM Signature

SUBJECT: Property Insurance renewal

RECOMMENDATION:

MTD staff's recommendation is to renew coverage with Travelers Insurance with the exception of the structures on the Overpass Road property, which will be self-insured by MTD.

DISCUSSION:

The only quote received for property insurance renewal is from Travelers. Other companies would not quote for varying reasons including the fact that they could not be competitive.

All deductibles are \$2,500 except for the glass at the Transit Center, which is \$100.

The proposed coverage recommended by staff does not include the following:

- Structures at Overpass properties. However, we do recommend continuing to insure the property (parts, furniture, etc.) inside the building.

In addition, the policy itself excludes:

- Earthquake / Flood Insurance
- Electronic Data Processing Equipment (EDP) Insurance
- Business Interruption Insurance
- Boiler and Machinery Insurance
- Catastrophic loss of Fleet Insurance

BUDGET/FINANCIAL INFORMATION:

The quote is 7.5% higher than last year's premium. However, if the board agrees with MTD staff recommendation to self-insure the Terminal 2 property (except for the building contents), the cost will actually be a reduction from last year of \$5966 (-29%).

Quote for staff proposal (no structure coverage at T2)	5-24-04 to 5-23-05	\$14,554
Quote for renewal of current coverage	5-24-04 to 5-23-05	\$22,021
Prior year rate	5-24-04 to 5-23-05	\$20,518

ATTACHMENT(S):

Spreadsheet – breakdown of costs

SBMTD Property Insurance Renewal Quote with Travelers 05/24/04 - 05/23/05

Staff Recommendation

Subtotal by type of Premium	Coverage Details	Coverage	Location		Deductible	Subtotal by Area
	\$361	Glass	Transit Center	See list	\$100	
\$18,690		Property Insurance				
	\$5,841		550 Olive Admin	Building	\$2.5K	
	\$750		550 Olive Admin	Contents	\$2.5K	
	\$511		Carport	Building	\$2.5K	
	\$257		Fuel & Service	Building	\$2.5K	
	\$602		Fuel & Service	Machinery & Equip	\$2.5K	
	\$1,030		Cota/Maintenance	Building	\$2.5K	
	\$1,669		Cota/Maintenance	Inventory	\$2.5K	
	\$1,333		Bus Wash	Building	\$2.5K	
	\$354		Charging Area	Building	\$2.5K	\$12,347
Delete	\$126		T2 Vacuum Pump	Building	\$2.5K	
Delete	\$2,591		T2 Carport #1	Building	\$2.5K	
Delete	\$422		T2 Carport #2	Building	\$2.5K	
Delete	\$762		T2 Service Bldg	Building	\$2.5K	
	\$869		T2 Service Bldg	Business Personal Property	\$2.5K	
Delete	\$235		T2 Water Recycle	Building	\$2.5K	\$869
	\$1,293		Transit Center	Building	\$2.5K	
	\$45		Transit Center	Business Personal Property	\$2.5K	
						\$1,338 \$14,554
\$1,330		Crime	Employee Dishonesty & Premises		\$1.0K	
\$1,640		Inland Marine	Electric chargers, electric gate, transformers, etc.			
\$22,021		<u>Total</u>				

To: Chair Britton
Members of the Board of Directors
From: Sherrie Fisher, Interim General Manager
Date: 5/7/2004
Subject: Administrative Update

A **public hearing** is scheduled at the May 11th board meeting regarding **proposed route and schedule changes for September, 2004**. Steve Maas, Manager of Planning has prepared answers to questions asked by board members at the April 27th meeting.

- Anticipated ridership increase by reallocation of revenue hours
- Westside Center service for senior's lunch
- 19k to/from San Marcos
- New Year's Day ridership review by line
- Line #10 riders by trip (proposed mid-day cancellation)

Steve Maas is also revising a few of staff's proposals based on input from the public and board members.

The **Conflict of Interest Code** is on the agenda for adoption. The outstanding question revolved around whether or not board members and their families could continue to enjoy free bus passes. Please read Doug Large's opinion below.

Article XII, section 7 of the California Constitution is entitled "Transportation company; passes and discounts; forfeiture of offices; conflicts of interest." It provides, in relevant part, that, "A transportation company may not grant free passes or discounts to anyone holding an office in this state; and the acceptance of a pass or discount by a public officer, other than a Public Utilities Commissioner, shall work a forfeiture of that office."

It is important to note that this section was originally drafted to prevent the powerful railroad companies of the time from unduly influencing politics. Today, while this section is most often applied to gifts from airline carriers and others like them, the attorney general's office has implied that this section can apply to transit districts. Op.Atty.Gen No. 01-802 (March 8, 2002). In that opinion, the attorney general stated that *board members* of a transit district may accept free passes for transportation on the agency's buses in order to perform their duties of monitoring the agency's transportation services. The attorney general's opinion implied that if free passes had been received for something *other than* their official duty, then there would have been a violation of the Constitutional restriction by the board members.

Section 7 indicates that "public officers" are the ones prohibited from receiving gifts or other discounts from MTD. We do not believe that

anyone at MTD, except board members, could come within the intended scope of that term. Therefore, we feel that a safe position would be for board members to only receive free bus passes for monitoring bus service, or other acts in their official capacity. However, free passes to employees should be fine, including the general manager, assistant general manager, and procurement officer, since we do not believe that any MTD employee was intended to fall within the definition of “public officer.”

MTD staff members and Grant House (COAST) have coordinated with the City regarding the **Community Development Block Grant for the Milpas Street shelters**. The grant covers \$10,000 while the cost of one shelter is approximately \$13,000. The City grant administrator has agreed that the grant can be used to fund one shelter. MTD staff is working with property owners at both sites to seek financial assistance. Though MTD may yet have some unexpected budget expense on this project, I plan to go forward with one shelter. Our thanks to City of Santa Barbara and COAST for their effort in funding this project. The shelter is planned for completion by mid-summer.

Marketing reports that **sale of bus advertising** is tracking well for the year at \$239k to date (only \$9k short of the entire last fiscal year). This includes a sale for the DWE shuttle space.

The **TC’s 30th birthday celebration** is scheduled for May 14 from 10a-2p. Please join us.

Marketing designed a **survey** seeking input on the **Santa Ynez service** (scheduled for fall of this year). It is a simple 2-3 minute on-line (or hard copy) survey that launches next week. Lynnette Coverly, Manager of Marketing is contacting all local employers with 50 or more employees to encourage participation in the survey and begin the bi-directional information flow. Articles will also appear in both Solvang and Buellton City newsletters. We will give information to local press asking their assistance in informing the public.

The Elementary School Outreach Program has been revised to speak to 5th and 6th graders about the benefits of riding public transit and regarding appropriate behavior. This program is mentored by the Marketing department, but actually staffed by MTD drivers.

Officer Alvarado of the SBPD is working directly with MTD on a special project of SBPD ride-alongs. Reserve officers rode undercover on the line #6 and #11 this week to identify any inappropriate behavior by passengers. In particular, this was focused on the vandalism and unsafe behavior (more often displayed by students.) Two students were caught participating in unsafe behavior (plus verbal threats) and detained. The officers are willing to continue to work with MTD staff.

MTD will be on **KSBY (channel 6) in a 30 minute TV spot and on Univision with 60 second news segments**. Both of these begin airing by June 1st promoting new buses, at-stop schedules, pocket maps and general ease of use. Both of these stations are buying reciprocal advertising on MTD buses to promote their stations.

MTD will host Car Free members on a preview ride of the line #22 ride with first hand experience of the trip to Museum of Art, Courthouse, Mission, Museum of Natural History and Botanic Garden (with service weekends beginning May 29th). Anyone who wants to ride along can contact David Damiano.

Jerry Estrada, Assistant General Manager/Controller reports that the fuel procurement (through MTA) is in process with proposals due next week. An award is anticipated by the end of May.

MTD can (finally) apply for 9 months of the \$2.7 million operating grant approved for FY04. We anticipate completing the submittal next week.

The budget proposal for 04-05 is in process and will be presented to the board members on May 25th.

The State TDA audit was performed in April. Follow up is continuing with the auditors.

Contract negotiations with the Teamsters Local 186 (who represent MTD drivers, maintenance workers and supervisors) are in process.

The software projects for run-cutting/bid dispatch and for maintenance are progressing well. Both projects will extend into the next fiscal year and thus will reflect in the FY04-05 budget.

To date, we have received bus #600-612 (of the 15- 40' Gilligs) and bus #700-704 (of the 11- 30' Gilligs.) The MCIs (allocated to fall regional service) are under construction. Mike Cardona, Acting Manager of Maintenance will travel to North Dakota next month for final inspection.